



United States Postal Service
Office of Inspector General
Attn: Human Resources
1735 N. Lynn Street, 10th Floor
Arlington, VA 22209-2020

USPSOIG VACANCY ANNOUNCEMENT #08-104

Grade: Director Band FLSA: Exempt
Salary: \$115,317 - \$149,000 Per Annum
(Includes Locality Pay)
Position: One Located in Arlington, VA
Relocation Expenses May Be Paid
Open: 06/30/08 Close: 07/29/08

Director, Information Technology Operations

The United States Postal Service Office of Inspector General (OIG) is seeking a highly motivated and experienced individual to fill our Director of Information Technology Operations position located in Arlington, VA. The successful candidate will be responsible for the vision, leadership, direction and supervision of Information Technology resources enabling the enterprise to achieve organizational and financial objectives. The OIG mission is to provide reports to the Postal Service Executives, Governors and Congress to help Postal Service maximize revenues (approximately \$70 billion a year), minimize costs, and prevent and detect fraud, waste, abuse and mismanagement.

ELIGIBILITY REQUIREMENTS

- Bachelor's Degree from an accredited college or university, or four years of related professional experience, or a combination of college and professional experience
- At least 7 years professional experience with strategic planning, budget and performance management, organizational alignment, architecture and design, program and project management, and customer service and client support
- Previous supervisory experience

EVALUATION FACTORS

- Experience with structured decision-making in a highly complex environment that involves multiple stakeholders, business priorities; financial/human resource constraints; and major technology and systems integration challenges
- Demonstrated expertise with enterprise network architecture, unified messaging, management systems, lifecycle management, data warehouse, information security, and disaster recovery with an understanding of future trends; ability to drive innovation and improvements in technology standards
- Demonstrated expertise in portfolio management, vendor/contractor management, budgeting, scheduling and resource management
- Demonstrated expertise in customer focused coordination, collaboration, and support services leveraging knowledge/technology to enable staff to perform mission requirements
- Proven ability to lead, manage, mentor and develop subordinates
- Excellent oral and written communication skills with the ability to interact effectively at all staff levels; experience in the development and presentation of background, position, or decision briefs; and policy and program guidance

DESIRABLE QUALIFICATIONS

- Professional Certification (s) and/or an advanced degree

ADDITIONAL REQUIREMENTS

- Ability to pass a physical examination, drug screening, and background investigation
- Ability to obtain/maintain a government-issued credit card
- May require up to 30 percent travel

TO BE CONSIDERED, APPLICANTS MUST SUBMIT

- Any of the following forms: An OF-612, SF-171, PS Form 2591, PS Form 991, or a resume
- Latest performance appraisal (within 15 months); must have received at least a contributor or satisfactory level of performance rating; (if unable to provide, please note reason on a separate sheet of paper)
- A separate, written narrative that describes specific experience (knowledge, skills, and abilities) for each Evaluation Factor (limited to one page per factor)
- Evidence of Professional Certification(s) if applicable
- Applicants claiming Veteran's Preference must attach a member 4 copy (only) of Certificate of Release or Discharge from Active Duty (Form DD214) or other proof of eligibility if claiming 10-point veteran's preference. Veterans must submit a copy of a letter dated within the last 12 months from the Department of Veterans Affairs or the Department of Defense certifying receipt of compensation for a service-connected disability of 30 percent or more



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NOTE

- OPEN TO CURRENT UNITED STATES POSTAL SERVICE OFFICE OF INSPECTOR GENERAL EMPLOYEES, POSTAL SERVICE CAREER EMPLOYEES AND ALL EXTERNAL SOURCES
- U.S. CITIZENSHIP REQUIRED
- APPLICATIONS MUST BE SUBMITTED TO THE FOLLOWING EMAIL ADDRESS: JOBS@USPSOIG.GOV OR MAILED TO: USPS-OIG, Human Resources
1735 N. Lynn Street, 10th Floor,
Arlington, VA 22209-2020
- MUST BE RECEIVED BY MIDNIGHT (EST) ON THE CLOSING DATE OF THE ANNOUNCEMENT
- APPLICANTS WHO DO NOT ADDRESS EACH OF THE EVALUATION FACTORS WILL NOT BE CONSIDERED

Applicants must meet all eligibility requirements by the closing date of the announcement. **All submissions must include the vacancy announcement number.**

BASIS OF RATING

Candidates will be evaluated on the skills they possess that are directly related to the duties of the position and/or the experience, education and training, that indicates the applicant's ability to acquire the particular knowledge and skills needed to perform the duties of the position.

REASONABLE ACCOMMODATIONS

This agency provides reasonable accommodations to applicants with disabilities. If you require accommodations for any part of the application and/or hiring process, please call (703) 248-2210. The decision on granting an accommodation request will be made on a case-by-case basis.

WHY APPLY WITH THE POSTAL SERVICE OIG?

- Flexible Work Schedules!
- Flexible Spending – Pre-Tax dollars for Child and Health Care!
- Locality Pay for Geographical Area Included!
- Pre-tax Dollars for Commuting!
- State of the Art Technology!
- Pay System that Rewards High Performers!
- Thrift Savings Plan with Matching Contributions up to 5%!
- Government-Backed Pension Plan!
- Ongoing Professional Development for every employee through Classroom/Virtual training, Seminars, Conferences and Tuition Reimbursement!
- Convenient Parking! Near Metro!
- On the Top 10 Corporations List in the U.S.!
- In the Top 50 Corporations for minorities and women!

Job Line Number:
703-248-2210
DC Relay Service:
202-855-1234 (TTY)
Or Visit our website:
www.uspsoig.gov

AN EQUAL OPPORTUNITY EMPLOYER